

## CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

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MEMORANDUM FOR: Harry G. Barnes, Jr.  
Director General of the Foreign Service  
and Director of Personnel, Department  
of State

FROM : Harry E. Fitzwater  
Director of Personnel Policy, Planning,  
and Management

SUBJECT : Personnel Administration - Foreign Nationals (C)

REFERENCE : Section 444(b) of the Foreign Service Act of 1946  
as Amended by PL. 96-60, 15 August 1979

1. After issuance of the worldwide classification guide for foreign service nationals, the Foreign Broadcast Information Service (FBIS) undertook an extensive internal review of its current occupational categories for the purpose of determining to what extent its foreign national positions were covered by standards in the guide. Our review indicates that parity exists in most non-professional categories, but that it would be desirable to develop uniform standards for unique professional positions such as Monitor.

2. As a basis for this, a field audit of FBIS positions was recently conducted by the CIA Office of Personnel Policy, Planning, and Management. The results of this survey will be utilized to develop worldwide position classification standards for the positions unique to FBIS. Preliminary contact by Agency representatives with the State Department Foreign Service National Personnel Office has already taken place and agreement has been reached to include FBIS position classification standards in the guide.

3. The classification and compensation schedules for third country national positions cannot be made conforming. In most cases we found that certain recruitment incentives will continue to be required if FBIS is to obtain and retain qualified, career oriented employees in this employment category.

4. Complete cognizance over staffing and pay administration matters concerning FBIS/local and TCN positions must remain with CIA. Since these are appointed employees of the Agency, the authority to appoint, promote, transfer and terminate has been delegated by the Director of Central Intelligence to the Director of Personnel Policy, Planning, and Management (CIA) and/or the Director, FBIS.

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**SUBJECT: Personnel Administration - Foreign Nationals (Continued)**

5. Although FBIS Bureau Chiefs attempt, where possible, to work very closely with the administrative staffs within a respective mission, it is not always possible to conform to individual post practices such as promotion boards, general vacancy announcements, centralized recruiting, etc. This has not caused problems, in most cases, but we believe it would be appropriate to remind post officials, where FBIS Bureaus are located, that certain procedural differences in personnel matters will continue to exist. A draft cable is attached for your consideration.

6. The above is intended to foster a better understanding of the FBIS situation and to lead to improved coordination in foreign national pay plans as cited in PL. 96-60. Members of my staff and FBIS look forward to working with the State Department Foreign Service National Personnel Office toward this endeavor. I trust that this arrangement will be acceptable to you and that we can expect your continued cooperation.

7. All portions of this memorandum are classified **CONFIDENTIAL**.

Harry E. Fitzwater

Attachment

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